

Graduate Student Research Conference 2008
Budget Proposal

CATERING
(8am-6pm)

Attendants (required)	\$25.00 per hour per server	x 10 hours x 3 servers	= \$750.00
Early Riser Buffet (Breakfast)	\$5.50 per person	x 100 people	= \$550.00
No Fuss Buffet (Lunch)	\$8.00 per person	x 150 people	= \$1,200.00
Water Bottles	\$1.25 per person	x 100 people	= \$125.00
Coffee (Break)	\$1.60 per person	x 100 people	= \$160.00
Tea (Break)	\$1.60 per person	x 50 people	= \$80.00
TOTAL = \$2,865.00			

Catering	\$2,865.00
Keynote Speaker	\$1,500.00
Printing Costs (Booklet of Abstracts)	\$400.00
Promotional Items (Pens)	\$150.00
ISBN for Booklet	\$100.00
TOTAL BUDGET	\$5,015.00